



November 22, 2017

Charlie Cazier  
Intracoastal Engineering, PLLC  
91 Pelican Point Road  
Wilmington, NC 28409



**Planning, Development, &  
Transportation Department**

Planning Division  
305 Chestnut Street  
PO Box 1810  
Wilmington, NC 28402-1810

910 254-0900  
910 341-3264 fax  
wilmingtonnc.gov  
Dial 711 TTY/Voice

RE: Shinnwood Cottages, located at 6415 Greenville Loop Road

Please make note of the conditions for the release as they appear on the attached release letter. These conditions must be followed and met in order for the construction to be approved.

***Prior to beginning any construction or grading on the site, you must have a pre-construction meeting between City staff and the project's representatives. Any violation of this condition will result in an immediate stop work order and other civil penalties. Please contact our zoning office at 254-0900 to schedule the preconstruction meeting.***

All construction on the site must be in accordance with the City of Wilmington standards and the approved construction plans stamped by the City. All trees and areas designated to be saved or protected must be properly barricaded and/or marked throughout construction. In addition please be aware that to obtain a final zoning inspection for this construction project, the appropriate departments within the City of Wilmington must perform and approve final inspections.

To arrange for inspections please contact the assigned Zoning Enforcement Officer, at 254-0900. Staff will coordinate the inspections and provide a punch-list to the Developer within 5 working days. Upon correction of the punch-list items, a final inspection will be performed. ***NOTE: Zoning will not issue final approval until all requirements of the City of Wilmington are fulfilled.***

Please also be advised that any party aggrieved by the issuance of this approval may file a notice of appeal to the City Clerk within 30 days of receipt of active or constructive notice of this decision. It shall be presumed that all persons with standing to appeal have constructive notice of the decision from the date a sign containing the words "Zoning Decision" or "Subdivision Decision" in letters at least six inches high and identifying the means to contact an official for information about the decision is prominently posted on the property that is the subject of the decision, provided the sign remains on the property for at least 10 days. Posting of signs is not the only form of constructive notice. Any such posting shall be the responsibility of the landowner or applicant. Verification of the posting shall be provided to the official who made the decision. Absent an ordinance provision to the contrary, posting of signs shall not be required.

The City thanks you for your investment in our community and we look forward to working with you towards the construction of a quality development project.

Sincerely,

  
Brian Chambers, AICP  
Senior Planner



Planning, Development, &  
Transportation Department  
Planning Division  
305 Chestnut Street  
PO Box 1810  
Wilmington, NC 28402-1810

## TRANSMITTAL LETTER

TO: Cynthia Roush, Zoning Inspector  
DATE: November 22, 2017  
SUBJECT: **Shinnwood Cottages** Project # 2017006  
LOCATION: 6415 Greenville Loop Road

910 254-0900  
910 341-3264 fax  
wilmingtonnc.gov  
Dial 711 TTY/Voice

The following items are being sent to you via this package.

QUAN.	DWG./NO.	DESCRIPTION
1	Dated 10/11/17	Shinnwood Cottages Approved Plans
1	Dated 10/17/17	City Tree Removal Permit TPP-17-237
1	Dated 11/21/18	NHC Erosion Control #GP 26-17
1	Dated 10/12/17	City Drainage Plan Permit No. 2017045 (under separate cover)

REMARKS: **Shinnwood Cottages**, located at 6415 Greenville Loop Road, is hereby conditionally **released for construction**. The following conditions must be satisfied as part of this release:

- A. THE APPLICANT SHALL SUBMIT A PAYMENT-IN-LIEU FOR MULTI-USE PATH IMPROVEMENTS TO ENGINEERING PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY OR USE OF THE FACILITY.
- B. A PRE-CONSTRUCTION MEETING MUST BE HELD BETWEEN THE SITE CONTRACTOR AND CITY STAFF PRIOR TO ANY SITE WORK, TREE REMOVAL, CLEARING, OR GRADING BEGINNING ON THE SITE. FAILURE TO COMPLY WILL RESULT IN IMMEDIATE CIVIL PENALTIES. CONTACT 910-254-0900.
- C. ANY TREES, INCLUDING THE CRITICAL ROOT ZONE AREA, AND/OR AREA DESIGNATED TO BE SAVED MUST BE PROPERLY BARRICADED OR MARKED WITH FENCING AND PROTECTED THROUGHOUT CONSTRUCTION TO INSURE THAT NO CLEARING AND GRADING WILL OCCUR IN THOSE AREAS.
- D. NO EQUIPMENT IS ALLOWED ON THE SITE AND NO CONSTRUCTION OF ANY BUILDING, STRUCTURE, WALL, UTILITIES, INFRASTRUCTURE, ETC., OF ANY KIND, INCLUDING FOOTINGS AND BUILDING SLABS, WILL BE PERMITTED UNTIL:
  1. ALL TREE PROTECTION FENCING AND SILT FENCING HAS BEEN INSTALLED
  2. BETH WETHERILL HAS FORMALLY ISSUED THE GRADING PERMIT AND AUTHORIZED THE ACTIVITY
  3. THE CFPWA HAS AUTHORIZED THE WATER AND SEWER ACTIVITIES. THE CONTRACTOR MUST HAVE A PRECON WITH CFPWA 332-6560.
  4. THE CITY ZONING INSPECTOR AUTHORIZES THE ACTIVITY.

- E. A COPY OF THE RECORDED MAP SHOWING REQUIRED PUBLIC DRAINAGE EASEMENTS, PUBLIC ACCESS EASEMENTS, AND RIGHTS-OF-WAY FOR THE PROJECT MUST BE SUBMITTED PRIOR TO ISSUANCE OF THE FINAL ZONING APPROVAL.**
- F. THIS DEVELOPMENT SHALL COMPLY WITH ALL LOCAL, CITY TECHNICAL STANDARDS, REGIONAL, STATE AND FEDERAL DEVELOPMENT REGULATIONS.**
- G. ALL APPLICABLE TRC REQUIREMENTS SHALL BE COMPLETED PRIOR TO ISSUANCE OF THE FINAL ZONING APPROVAL.**
- H. PER THE REQUIREMENTS OF THE STORMWATER PERMIT, THE FOLLOWING SHALL OCCUR PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY OR OPERATION OF THE PERMITTED FACILITY:**
  - AS-BUILT DRAWINGS FOR ALL STORMWATER MANAGEMENT FACILITIES SHALL BE SUBMITTED TO THE CITY OF WILMINGTON ENGINEERING DIVISION.**
  - AN ENGINEER'S CERTIFICATION SHALL ALSO BE SUBMITTED, ALONG WITH ALL SUPPORTING DOCUMENTATION THAT SPECIFIES, UNDER SEAL THAT THE AS-BUILT STORMWATER MEASURES, CONTROLS AND DEVICES ARE IN COMPLIANCE WITH THE APPROVED STORMWATER MANAGEMENT PLANS.**
  - A FINAL INSPECTION IS REQUIRED BY CITY OF WILMINGTON ENGINEERING PERSONNEL (910) 341-5856.**
- I. PRIOR TO A FINAL INSPECTION, A WALKTHROUGH WITH CITY INSPECTIONS SHALL TAKE PLACE TO VERIFY COMPLETENESS OF SITE WORK IN ROW. ANY MATERIAL TEST REPORTS AND STORMWATER VIDEOS AS REQUIRED SHALL BE SUBMITTED PRIOR TO AND APPROVED BY CITY ENGINEERING. PLEASE CONTACT THE CITY ENGINEERING DIVISION AT 910.341.0094.**
- J. THE DEVELOPER ASSUMES ALL RISKS AND PENALTIES WITH ANY DELAY OR STOP WORK ORDER ASSOCIATED WITH THE VIOLATION OF THIS RELEASE. THE DEVELOPER ACKNOWLEDGES THE CONDITIONS OF THIS RELEASE AND ASSUMES ALL RESPONSIBILITIES AND RISKS ASSOCIATED WITH IT. THE CITY OF WILMINGTON WILL NOT BE HELD LIABLE FOR ANY COSTS ASSOCIATED WITH THE CONSTRUCTION RELEASE.**
- K. APPROVAL OF A MAJOR OR MINOR SITE PLAN SHALL EXPIRE AFTER EIGHTEEN (18) MONTHS FROM THE DATE OF SUCH APPROVAL IF THE APPLICANT HAS FAILED TO MAKE SUBSTANTIAL PROGRESS ON THE SITE. THE TECHNICAL REVIEW COMMITTEE MAY GRANT A SINGLE, SIX-MONTH EXTENSION OF THIS TIME LIMIT FOR MAJOR AND MINOR SITE PLANS, FOR GOOD CAUSE SHOWN, UPON RECEIVING A REQUEST FROM THE APPLICANT BEFORE THE EXPIRATION OF THE APPROVED PLAN. IN THE EVENT APPROVAL OF A SITE PLAN HAS EXPIRED, FOR WHATEVER REASONS, THE OWNER AND/OR APPLICANT WILL BE REQUIRED TO RESUBMIT FOR APPROVAL OF A SITE PLAN THAT MEETS CURRENT DEVELOPMENT STANDARDS UNLESS OTHERWISE NOTED IN THIS CHAPTER.**
- L. IF THE CONDITIONS LISTED ABOVE ARE VIOLATED, A STOP WORK ORDER WILL BE ISSUED.**

Please notify New Hanover County Building Inspections of this release.

Signature: \_\_\_\_\_

Brian Chambers, AICP  
Senior Planner

Copy: Charlie Cazier

Bret Russell

Rob Gordon

Jim Quinn

Aaron Reese

Rich Christensen

Trent Butler

Chris Elrod

Chris Walker

Brian Blackmon

Jim Sahlie

Bill McDow

Don Bennett

Bernice Johnson

Beth Easley Wetherill

Michelle Hutchinson

Amy Beatty

Ryan O'Reilly

Joan Mancuso

Amy Schaefer

Amy Dukes

Intracoastal Engineering, PLLC

Construction Manager

Engineering

Stormwater Specialist

Urban Forestry

Engineering (email only)

Engineering (email only)

Wilmington Fire Department (e-mail only)

Wilmington Fire Department (e-mail only)

Surveyor (e-mail only)

GIS Addressing (e-mail only)

Traffic Engineering (e-mail only)

Traffic Engineering (e-mail only)

CFPUA (e-mail letter only)

NHC Erosion Control (e-mail only)

GIS Engineer (e-mail only)

Community Services (e-mail only)

Community Services (e-mail only)

City Zoning (email only)

City Attorney's Office (email only)

City Attorney's Office (email only)

File: **Shinnwood Cottages**

**Project File # 2017006**



**Development Services**  
Planning Division  
305 Chestnut Street  
PO Box 1810  
Wilmington, NC 28402-1810

910 254-0900  
910 341-3264 fax  
[www.wilmingtonnc.gov](http://www.wilmingtonnc.gov)  
Dial 711 TTY/Voice

APPROVED:                      DENIED:                     

PERMIT #: TPP-17-237

# Application for Tree Removal Permit

**Name of Applicant:** SKF ILM, LLC (Robert Waldon)      **Phone:** \_\_\_\_\_      **Date:** \_\_\_\_\_

**Name of Property Owner:** SKF ILM, LLC **Phone:** \_\_\_\_\_

**Property Owner Address:** 6310 Sea Mist Ct. Wilmington, NC 28409

**Address of Proposed Tree Removal:** 6415 Greenville Loop Rd.

**Description of tree(s) to be removed/reason for removal: (provide attachment if necessary)**

1. SEE TREE REMOVAL SHEET	6.
2.	7.
3.	8.
4.	9.
5.	10.

**Description of Replacement Tree(s):** N/A

**Applicant Signature:**  **Date:** 

\*\*\*\*\*FOR OFFICIAL USE ONLY\*\*\*\*\*

Reviewed By: [Signature] Date: 10/17/17

Remarks: SEE APPROVED PLAN

**ALL WORK MUST BE IN COMPLIANCE WITH THE CITY LAND DEVELOPMENT CODE,  
ARTICLE 8, LANDSCAPING AND TREE PRESERVATION.**

NEW CONSTRUCTION:      EXPANSION:      OTHER:      PAID: \$5000 pd 12/19/17

<b>Less than 1 acre</b>	<b>\$25.00</b>
<b>1-5 acres</b>	<b>\$50.00</b>
<b>5-10 acres</b>	<b>\$100.00</b>
<b>Greater than 10 acres</b>	<b>\$150.00</b>

RECEIVED  
JUN 09 2017

PLANNING DIVISION



# NEW HANOVER COUNTY

Engineering Department  
230 Government Center Drive • Suite 160  
Wilmington, North Carolina 28403  
TELEPHONE (910)-798-7139  
Fax (910) 798-7051

Beth E. Wetherill, C.P.E.S.C.  
Soil Erosion Specialist

November 21, 2017

Lot Development 3, LLC  
7923 Reunion Road,  
Wilmington, North Carolina 28411

**RE: Grading Permit #26-17, Shinnwood Cottages**

Dear Mr. Charles Poindexter II:

This office has reviewed the revised subject sedimentation and erosion control plan. We find the plan to be acceptable with performance reservations and modifications.

**Please read the permit conditions carefully and return the signed blue original to our office and keep the copy for your records.**

**A preconstruction meeting is required** prior to any land disturbing activity on this project. Please contact me at (910) 798-7139 to schedule this meeting in our office.

The land disturbing fee of **\$3150** is due to be paid to New Hanover County Engineering, to my attention, prior to Plat Recordation.

Please be advised that a copy of the approved soil erosion plan, a copy of the grading permit, a rain gauge and the Combined Inspection Reports must be available at all times at the site.

New Hanover County's Erosion and Sedimentation Control Program is performance oriented requiring protection of the natural resources and adjoining properties. If following the commencement of the project, it is determined that the plan is inadequate to meet the requirements of the New Hanover County's Erosion and Sedimentation Control Ordinance, this office may require revisions in the plan and its implementation to insure compliance with the ordinance.

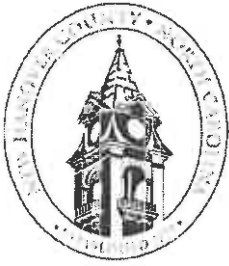
This permit will not preclude any other permits or approvals necessary for beginning or completing this development. It is the owner's responsibility to have all the approvals or permits that are required prior to beginning construction. Approval of an erosion control plan is conditioned on the applicant's compliance with Federal and State Water Quality laws, regulations and rules.

Respectfully yours,

*Beth Easley Wetherill*

Beth Easley Wetherill  
NHC Soil Erosion Specialist

cc: Charles Cazier PE, Intracoastal Engineering, PLLC  
Brian Chambers AICP, City of Wilmington Planning  
Robert Huth, SKF ILM, LLC



## Permit for a Land Disturbing Activity

New Hanover County  
Department of Engineering  
230 Government Center Drive - Suite 160  
Wilmington, North Carolina 28403  
(910) 798-7139

### **As authorized by the New Hanover County Erosion and Sedimentation Control Ordinance**

This permit issued to Lot Development 3, LLC authorizes the development of 2.87 acres of land at 6415 Greenville Loop Road for Shinnwood Cottages in New Hanover County with performance reservations and modifications. This permit issued on November 21, 2017 is subject to compliance with the application and site drawings, all applicable regulations and special conditions and notes set forth below. **Any plan modifications must be approved by this office prior to field changes.**

It is understood by the applicant that a representative of New Hanover County's Engineering Department may inspect the site at any time following the issuance of this Permit. A copy of the approved Soil Erosion Control Plan, this permit, a rain gauge and copies of the Combined Self-Monitoring and Self Inspection Reports must be available at all times at the site.

Failure to execute the provisions of this permit and the approved Soil Erosion Plan, or any other provisions of the New Hanover County Soil Erosion and Sedimentation Control Ordinance, shall result in immediate legal action by the County to the limits prescribed by the Ordinance. If the measures outlined on the approved Soil Erosion Control Plan and this Permit prove insufficient, additional Erosion Control measures can and will be required which in turn will be considered provisions of this Permit. This Permit does not preclude any other permits or approvals necessary for beginning or completing this development. Approval of an erosion control plan is conditioned on the applicant's compliance with Federal and State laws, regulations and rules. It is the Permittee's responsibility to obtain all necessary permits and approvals.

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### **SPECIAL CONDITIONS**

#### **(THESE CONDITIONS MUST BE FOLLOWED IN ADDITION TO THE PLANS AND SPECIFICATIONS)**

\*All the soil erosion control measures will be installed as the site is cleared and maintained throughout construction. These include a construction entrance, silt fences, immediate installation of 6 ditch plugs and ditch filling prior to any rain event, 5 sodded swales, a sodded weir overflow, inlet and outlet protection. Note: Swales will be immediately sodded no paving or flumes will be installed until the sod has taken root, prior to the sod taking root sheet flow will be directed to silt fences where flumes would be installed. Once sod takes root the flumes and paving will be installed with hardware cloth and gravel protection between the flumes and the energy dissipater. Three of the sodded swales will be sloped 5:1, one will be sloped 3:1 and the sodded weir overflow swale will be sloped 3:1. No sediment is allowed to leave the site or enter jurisdictional wetland areas.

\*Tree Removal Permits are required from the City of Wilmington and/or New Hanover County prior to issuance of this permit and clearing the site. Note: A copy of the offsite easement must be submitted to this office prior to any land disturbing activity in that area.

\*Silt fence stakes must be steel and will be placed **six feet apart without wire reinforcement** or **eight feet apart with wire reinforcement**. Silt fence is not allowed as inlet protection.

\*This permit does not preclude any permits or approvals which may be necessary such as City of Wilmington or New Hanover County Stormwater, NCDENR Water Quality, C.A.M.A., and the US Army Corps. of Engineers, DEM Solid Waste or any other agencies.

\*No sediment shall leave the site.

\*If plan revisions are necessary you must submit a copy to this office for approval **prior** to any field changes.

\*If soil is brought onto this site or removed from this site, it must come from or be taken to an approved or permitted site to be identified to this office **prior** to being brought onsite or removal from the site.

\*All City and/or County and State drainage and stormwater requirements will be adhered to.

\*If these measures fail to adequately control erosion, more restrictive measures will be required.

\*If any phase of grading ceases for more than 15 working days, the site will be temporarily stabilized.

\*All slopes must be stabilized within 21 calendar days of any phase of activity.

The approval of an erosion control plan is conditioned on the applicant's compliance with Federal and State Water Quality laws, regulations and rules.

**\*Note the required rates for seed, lime, fertilizer and mulch in your seeding specifications.**

**\*Note the NPDES information from the State for sites disturbing 1 acre or more and the reporting requirements.** All **NEW** projects permitted after August 3, 2011 **must include** the following surface water withdrawal locations and stabilization requirement designations on the plan in order to qualify for coverage under the most recent NPDES Construction General Permit. All settling basins must have outlet structures that withdraw water from the surface, with the exception of basins or traps that have a drainage area of less than 1 acre. The NPDES permit requires ground cover within 14 calendar days on disturbed flat areas and ground cover within 7 calendar days on all areas within HQW Zones, perimeter dikes, swales, ditches, perimeter slopes and all slopes steeper than 3:1. Exceptions include slopes that are 10 feet or less in length and not steeper than 2:1 which must be stabilized within 14 calendar days and slopes greater than 50 feet which must be stabilized within 7 calendar days. This permit also includes other new requirements which are listed in the text of the NPDES Stormwater Discharge Permit for Construction Activities. Inspections of all erosion control measures and reports are required every 7 days and within 24 hours of every ½-inch rain event in a 24-hour period.

**\*Note the Land Resources Self Inspection Program Requirements.** This program is separate from the NPDES reporting and requires inspection and documentation after each phase of construction. These phases include: Installation of perimeter erosion control measures, Clearing and Grubbing of existing ground cover, Completion of any phase of grading of slopes or fills, Installation of storm drainage facilities, Completion of construction or development, Establishment of permanent ground cover sufficient to restrain erosion and any Deviation from the approved plan.

Enclosed is a Combined Self-Monitoring and Self-Inspection Form that meets the requirements of both the NPDES Stormwater Permit for Construction Activities, NCG 010000 reporting and the Land Resources Self Inspection Program that satisfies the requirements of the Sedimentation Pollution Control Act.

This report is the responsibility of the property owner. It requires a rain gauge onsite and inspections and reporting every 7 calendar days and within 24 hours of every ½ inch rain per 24-hour period and at specific phases of construction. Additional copies of this Combined Construction Inspection Report can be found at <http://portal.ncdenr.org/web/lr/erosion> . Reports must be available onsite at all times. If you have questions, please contact New Hanover County Engineering (910) 798-7139 or the Land Quality Section at the NCDENR Regional office at (910) 796-7215.

**\*A pre-construction meeting is required prior to any activity on site. Please contact Beth E. Wetherill at (910) 798-7139 to set up this meeting.**

(Continued) - Page Three

Permit# GP 26-17

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This Permit will expire one year from date of issue if no construction activity begins on site. This permit may not be amended or transferred to another party without approval of this

Acknowledgment of receipt of Permit

\_\_\_\_\_  
office. Owner

*Beth Easley Wetherill*

\_\_\_\_\_  
Beth E. Wetherill, C.P.E.S.C.  
Soil Erosion Specialist/New Hanover County

\_\_\_\_\_  
By (please print)

\_\_\_\_\_  
Signature